CONSENT AGENDA July 9, 2012

A. APPROPRIATIONS AND TRANSFERS

1. SUBJECT: RE-APPROPRIATION OF COUNTY ENCUMBRANCES

A-FY-13-RE-APPROPRIATION OF COUNTY ENCUMBRANCES

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2013, for the function and in the amount as follows:

110	County Administration		\$13,081
130	Financial and Management Services		\$3,287
140	Information Technology		\$42,675
150	Commissioner of Revenue		\$4,100
152	Assessment		\$56
170	Registrar		\$19,305
180	Internal Services		\$3,407
250	Circuit Court Clerk		\$2,345
400	General Services		\$204,460
700	Parks and Recreation		\$2,269
710	Library		\$34,331
720	Floyd Library		\$9,331
800	Planning and GIS		\$46,789
810	Economic Development		\$10,613
		Total	\$396,049

The source of funds for the foregoing appropriation is as follows:

Revenue Account

451205 Designated General Fund Balance \$396,049

Said resolution re-appropriates monies supporting the balances of outstanding purchase orders as of June 30, 2012.

ISSUE/PURPOSE: Carryover the outstanding purchase orders balances

from FY 12 to FY 13.

JUSTIFICATION: Each year, the balances of outstanding purchase

orders are re-appropriated into the next fiscal year.

In April, departments were sent a memorandum indicating that they should advise the Financial and Management Services Department of the status of outstanding purchase orders. Balances have been confirmed through the final posting of invoices paid through June 30, 2012.

2. SUBJECT:

RE-APPROPRIATION OF COUNTY CAPITAL PROJECTS ENCUMBRANCES

A-FY-13-RE-APPROPRIATION OF COUNTY CAPITAL PROJECTS ENCUMBRANCES

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the County Capital Projects was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2013, for the function and in the amount as follows:

110	New Government Center/Building C	\$26,361
	Courthouse Renovation	\$3,028,528
320	Jail Renovation/Public Safety Building	\$416,670
330	Fire and Rescue	\$8,885
810	Economic Development	<u>\$11,725</u>
	Total	\$3,492,169

The source of funds for the foregoing appropriation is as follows:

Revenue Account

451205 Designated County Capital Projects Fund Balance \$3,492,169

Said resolution re-appropriates monies supporting the balances of outstanding purchase orders remaining in the County Capital Projects fund as of June 30, 2012.

ISSUE/PURPOSE: Carryover the outstanding capital budget purchase

orders from FY 12 to FY13.

JUSTIFICATION: Each year, the balances of outstanding purchase

orders are re-appropriated into the next fiscal year. In April, departments were sent a memorandum indicating that they should advise the Financial and Management Services Department of the status of outstanding purchase orders. Balances have been confirmed through the final posting of invoices paid

through June 30, 2012.

3. SUBJECT: RE-APPROPRIATION OF COUNTY CIP PROJECTS

A-FY-13-RE-APPROPRIATION OF COUNTY CIP PROJECTS

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the County Capital Projects Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2013, for the function and in the amount as follows:

110	New Government Center		\$647,673
	Building C Renovation		\$16,406
	Courthouse Renovation		\$5,342,523
142	Munis Document Management		\$6,475
320	Jail Renovation		\$2,453,335
	Public Safety Building		\$4,235,810
330	Fire and Rescue Reserve		\$217,051
400	Animal Control		\$7,187
	Elliston Bridge		\$22,036
	Consolidated Sites		\$32,689
700	Park Revitalization		\$15,291
	Frog Pond		\$9,728
710	Meadowbrook Library		\$12,590
800	GIS		\$29,455
	Topo Maps		\$22,544
810	Economic Development Projects		\$1,546
		Total	\$13,072,339

The source of funds for the foregoing appropriation is as follows:

Revenue Accounts:

451205 Designated Fund Balance \$13,072,339

Said resolution re-appropriates remaining account balances of CIP projects.

ISSUE/PURPOSE: County Capital Improvement Projects balances

carry forwarded to FY 13.

JUSTIFICATION:

CIP projects are approved for the length of the project. Consequently, at the end of each year, the available balances remaining in these accounts are re-appropriated until the close of the project. This resolution re-appropriates those balances for the CIP accounts in the County Capital Projects Fund. Funds encumbered for contractual arrangements or purchases orders within these accounts will be appropriated through another resolution at the time all purchase orders are carried forward into the new year.

In order to identify completed projects, CIP project managers were asked to report on the status of these projects and justify the re-appropriation of funds. The results are reported in a status report included as TAB <u>A</u>.

4. **SUBJECT:**

RE-APPROPRIATION OF SCHOOL CIP PROJECTS

A-FY-13-RE-APPROPRIATION OF SCHOOL CIP PROJECTS

BE IT RESOLVED, That the School Capital Projects Fund was granted an appropriation in addition to the annual appropriation for fiscal year ending June 30, 2013 for the function and in the amount as follow:

600 Capital Projects Fund - Schools

\$113,306,448

The source of funds for the foregoing appropriation is as follows:

Revenue Account

451204 Capital Projects Fund Balance

\$113,306,448

Said resolution re-appropriates remaining account balances of School CIP projects. These balances exclude encumbrances which will be re-appropriated through a second resolution.

ISSUE/PURPOSE: Carryover the remaining balance as of June 30,

2012 in School Capital Projects.

JUSTIFICATION: School Capital Projects are approved for the length

of the project. Consequently, at the end of each year, the available balances remaining in these accounts are re-appropriated until the close of the

project. This resolution re-appropriates the School Construction Projects balances.

These funds cover the following projects:

Price's Fork Elementary	\$1,109,350
Elliston/Lafayette Elementary	\$215,263
New Auburn High School	\$36,083,722
Renovated Auburn Middle School	\$20,379,421
Energy Projects	\$252,752
New Blacksburg High School	\$52,997,291
Temporary Schools	\$2,225
Repairs from Inspections	\$176,066
Engineering Inspections	\$303,204
PPEA Evaluations	\$4,401
Future Debt Service	\$1,782,753
Total	\$113,306,448

5. SUBJECT: RE-APPROPRIATION OF SCHOOL CAPITAL PROJECTS ENCUMBRANCES

A-FY-13-RE-APPROPRIATION OF SCHOOL CAPITAL PROJECTS ENCUMBRANCES

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the School Capital Projects was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2013, for the function and in the amount as follows:

600 Demolition of Old Elliston/Lafayette Elementary \$54,060

The source of funds for the foregoing appropriation is as follows:

Revenue Account

451205 Designated County Capital Projects Fund Balance \$54,060

Said resolution re-appropriates monies supporting the balances of outstanding purchase orders remaining in the School Capital Projects fund as of June 30, 2012.

ISSUE/PURPOSE: Re-appropriate outstanding school capital budget

purchase orders.

JUSTIFICATION:

Each year, the balances of outstanding purchase orders are re-appropriated into the next fiscal year. In April, departments were sent a memorandum indicating that they should advise the Financial and Management Services Department of the status of outstanding purchase orders. Balances have been confirmed through the final posting of invoices paid through June 30, 2012.

6. SUBJECT: RE-APPROPRIATION OF GRANTS

A-FY-13-RE-APPROPRIATION OF GRANTS

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2013, for the function and in the amount as follows:

111	Emergency Services Grants	\$32,351
143	Customer Premises Equipment Grants	\$56,827
201	Domestic Violence Victim Fund	\$25,749
251	Record Preservation	\$3,108
	Technology Trust Fund	\$9,001
321	Selective Traffic Enforcement	\$6,381
	DARE Program	\$2,867
	DCJS	\$191
	Community Policing	\$14,068
	Project Lifesaver	\$8,748
	Byrne Justice	\$19,161
710	Library Gates Grant	\$35,536
721	Floyd Library Gates Grant	\$17,347
911	Huckleberry Trail VDOT Grant – Christian	sburg <u>\$578,000</u>
	Tot	al \$809,335

The sources of funds for the foregoing appropriation are as follows:

Revenue:		
02111-424401	IECP Training	\$10,000
21111 434401	RADIOInteroperability	\$22,351
21432-424401	VITA State Grants	\$56,827
02201-424401	Domestic Violence Victim Fund	\$25,749
02251 423100	Technology Trust	\$9,001
23212 424401	Selective Enforcement	\$6,381
23216 424401	Community Policing	\$14,068
23233 434401	Byrne Justice	\$19,161
29113HT 434401	Huckleberry Trail	\$578,000
02-451205 Desig	nated Fund Balance	<u>\$67,797</u>
	Total	\$809,335

Said resolution re-appropriates available account balances of grants as of June 30, 2012.

ISSUE/PURPOSE: Carryover the outstanding grant balances remaining

as of June 30, 2012.

JUSTIFICATION: Each year balances remaining in the accounts for

federal and state grants are reappropriated. Grants frequently cover a period of time that varies from the County fiscal year, and the funds provided through grants are often on a project basis, meaning they continue through the life of the project up to the grant award amount. In order to complete projects, cover payments submitted through grant programs, ensure the use of funds for their mandated purpose, and make required refunds, balances are re-appropriated from fiscal year to

fiscal year.

7. SUBJECT: RE-APPROPRIATION OF CONSERVATION

EASEMENT FUNDING – PLANNING AND

GIS DEPARTMENT

A-FY-13-

RE-APPROPRIATION OF CONSERVATION EASEMENT FUNDING PLANNING AND GIS DEPARTMENT

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2013 for the function and in the amount as follows:

800 Planning and GIS \$128,538

The source of the funds for the foregoing appropriation is as follows:

Revenue Account

451205 Designated Fund Balances \$128,538

Said resolution re-appropriates remaining account balances for conservation easement funding as of June 30, 2012.

ISSUE/PURPOSE: Conservation easement funding.

JUSTIFICATION: On September 24, 2004, the Board of Supervisors

approved Conservation Easement funding, which included a transfer of monies collected from roll-back taxes in excess of the fiscal year budget

estimate to an acquisition fund for the purpose of assisting with the purchase of conservation easements. No additional monies were collected in excess of the FY 12 budget estimate. Therefore, this resolution appropriates funds from prior fiscal years (\$128,538).

8. SUBJECT: RE-APPROPRIATION OF GYPSY MOTH

AND VDOT REVENUE SHARING PROGRAM

BALANCES

A-FY-13-

RE-APPROPRIATION OF GYPSY MOTH AND VDOT REVENUE SHARING PROGRAM BALANCES

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2013, for the function and in the amount as follows:

930 Special Projects

\$128,816

The source of the funds for the foregoing appropriation is as follows:

Revenue Account

451205 Fund Balance

\$128,816

Said resolution reappropriates remaining account balances of the Gypsy Moth Program and VDOT revenue sharing as of June 30, 2012.

ISSUE/PURPOSE: Gypsy Moth and VDOT revenue sharing funds

JUSTIFICATION: This resolution carries forward the unexpended FY

12 balances of \$53,841 for the Gypsy Moth Program and \$74,975 for VDOT revenue sharing.

9. SUBJECT: RE-APPROPRIATION OF DONATIONS,

FUNDRAISING AND SCHOLARSHIP

BALANCES

A-FY-13-

RE-APPROPRIATION OF DONATIONS, FUNDRAISING AND SCHOLARSHIP BALANCES

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2013, for the function and in the amount as follows:

520	RSVP		\$ 4,007
700	Parks and Recreation		\$ 9,177
710	Library		\$25,379
720	Floyd Library		<u>\$40,283</u>
	•	Total	\$78,846

The source of funds for the foregoing appropriation is as follows:

Revenue:

02-451205 Designated Fund Balance \$78,846

Said resolution re-appropriates remaining account balances of donations, fund raising, and scholarships in previous fiscal years.

ISSUE/PURPOSE: Donations, fund raising and scholarship activity

funds.

JUSTIFICATION: This resolution appropriates funds received from

donations, fund raising, and scholarship activities in previous fiscal years. These funds are earmarked

for specific purposes by the donor and are

appropriated to allow the departments to expend the funds based upon the expected use of the donation.

10. SUBJECT: FEDERAL FORFEITED ASSET SHARING PROGRAM BALANCES CARRYOVER

A-FY-13-FEDERAL FORFEITED ASSET SHARING PROGRAM BALANCE CARRYOVER FROM FY 12 TO FY 13

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2013, for the function and in the amount as follows:

200	Commonwealth Attorn	ney	\$ 19,505
321	Sheriff		\$ 84,570
		Total	\$104,075

The source of the funds for the foregoing appropriation is as follows:

Revenue Account

451205 Fund Balance \$104,075

Said resolution re-appropriates remaining account balances of Federal Asset Forfeiture funds as of June 30, 2012.

ISSUE/PURPOSE: Carryover Federal Asset Forfeiture fund balances.

JUSTIFICATION: This resolution appropriates funds received as part

of this program but not expended in previous years. This money was seized from cases investigated by the Montgomery County Drug Task Force as a participant of the Department of Criminal Justice Services' Forfeited Asset Sharing program. These funds must be used for law enforcement purposes only and may not be used to supplant existing funding. Therefore, unexpended year funds must be carried over until used for law enforcement

purposes.

11. SUBJECT: SHERIFF'S DEPARTMENT DEN HILL RANGE BALANCE CARRYOVER

A-FY-13-SHERIFF'S DEPARTMENT DEN HILL RANGE BALANCE CARRYOVER FROM FY 12 TO FY 13

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2013, for the function and in the amount as follows:

324 Sheriff - County \$46,768

The source of the funds for the foregoing appropriation is as follows:

Revenue Account

451205 Designated Fund Balance \$46,768

Said resolution re-appropriates remaining account balances of the Den Hill Range as of June 30, 2012.

ISSUE/PURPOSE: Den Hill Range funds

JUSTIFICATION: This resolution appropriates unspent Den Hill

Range funds that remained at June 30, 2012. These funds were earmarked for the development of the range and need to be carried over to complete the

project.

12. SUBJECT:

FLOYD LIBRARY FY 13 APPROPRIATION

A-FY-13-FLOYD LIBRARY FY 13 BUDGET APPROPRIATION

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2013 for the function and in the amount as follows:

720 Floyd Library \$199,796

The sources of funds for the foregoing appropriation are as follows:

Revenue Account

720 416156 Floyd Contribution	\$140,921
720 415211 Sale of Copies	\$ 5,000
720 416157 Town of Floyd Contribution	\$ 2,000
720 416151 Fines and Fees	\$ 18,900
720 424409 State Library Grant	\$ 32,975
Total	\$199,796

Said resolution provides the appropriation for the operation of the Floyd Library for FY 13.

ISSUE/PURPOSE: Floyd Library Appropriation

JUSTIFICATION: The Floyd Library budget is appropriated after the

beginning of the fiscal year when revenue amounts

are known.

13. SUBJECT: NEW RIVER VALLEY EMERGENCY

COMMUNICATIONS REGIONAL

AUTHORITY

A-FY-13-

NEW RIVER VALLEY EMERGENCY COMMUNICATIONS REGIONAL AUTHORITY

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2013, for the function and in the amount as follows:

110 NRV Emergency Communications Regional Authority \$126,451

The source of the funds for the foregoing appropriation is as follows:

Revenue Account

419108 Recovered Costs

\$126,451

Said resolution appropriates funds necessary to cover the costs associated with the NRV Emergency Communications Regional Authority.

ISSUE/PURPOSE: NRV Emergency Communications Regional

Authority.

JUSTIFICATION: In accordance with a memorandum of

understanding between the NRV Emergency Communications Regional Authority and Montgomery County, the County is employing the Executive Director on an interim basis. The Authority will reimburse the County for all costs associated with the position. This resolution appropriates funds to cover these costs for the year.

B. CLASSIFICATION PLAN

1. SUBJECT: FY 13 COMPENSATION AND CLASSIFICATION PLANS

R-FY-13-FY13 COUNTY OF MONTGOMERY COMPENSATION AND CLASSIFICATION PLANS FULL-TIME AND PART-TIME POSITIONS

NOW, THEREFORE, BE IT RESOLVED, That the Board of Supervisors of Montgomery County, Virginia hereby approves and authorizes the FY 2012-2013 Position Classification Plans for full-time and part-time positions.

Said resolution approves the position classification plans for FY 2013 and includes the 5.7% adjustment to cover the Virginia Retirement System adjustment for full-time positions.

ISSUE/PURPOSE: Approve the County's FY13 Compensation and

Classification Plans for Full-Time and Part-Time

Classified Positions.

JUSTIFICATION: The Position Classification Plans are normally

adopted as part of the annual budget process. Due to the untimeliness of the state mandated Virginia Retirement System (VRS) changes, the position classification plans was not included in the approved FY 13 budget.

The full-time position compensation plan was increased by 5.7% to cover the Virginia Retirement System employee contributions. A separate Part-Time Compensation and Classification Plan was developed since part-time positions are not covered by the Virginia Retirement System. Both of the plans are included in TAB <u>B</u>.

The following position changes were approved by Board resolution dated March 26, 2012, and are included in the FY 13 Compensation and Classification Plan:

- 1. Abolished a Senior Office Assistant position, pay grade 111, in the Sheriff's Office.
- 2. Established an Administrative Manager position, pay grade 118, in the Sheriff's Office
- 3. Abolished an Administrative Captain position, pay grade 126, in the Sheriff's Office.
- 4. Established a Sergeant position, pay grade 121, in the Sheriff's Office.
- Reclassified a Marketing and Research Specialist position in the Economic Development office, pay grade 117, to a Project Manager position, pay grade 123.

The following positions changes included in the FY 13 Compensation and Classification Plan reflect lower classifications due to a reduction in requirements:

- Reclassified an Internet and Design Specialist position, pay grade 117, to a Multi-Media Specialist position, pay grade 115, in the Public Information Department.
- 2. Reclassified a Chief Information Officer position, pay grade 233, to an Information Technology Director position, pay grade 230, in the Information Technology Department.

C. ROADS

1. SUBJECT: ADD TO THE SECONDARY SYSTEM OF STATE HIGHWAYS – ST. CLAIR LANE

R-FY-12-ADDITION TO THE VDOT SECONDARY SYSTEM OF STATE HIGHWAYS – ST. CLAIR LANE (SR 1455)

WHEREAS, The street described below is shown on plats recorded in the Clerk's Office of the Circuit Court of Montgomery County; and

WHEREAS, The representative for the Virginia Department of Transportation has advised the Board of Supervisors that the street meets the requirements established by the Virginia Department of Transportation's Subdivision Street Requirements.

NOW, THEREFORE, BE IT RESOLVED, The Board of Supervisors of the County of Montgomery, Virginia hereby requests the Virginia Department of Transportation to add the street described below to the secondary system of state highways, pursuant to 33.1-229, Code of Virginia, and the Department's Subdivision Street Requirements, after receiving a copy of this resolution and all outstanding fees and documents required of the developer, whichever occurs last in time.

Project/Subdivision

The Preserve at Walnut Creek
Type of Change: Addition

The following addition to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested, the right of way for which, including additional easements for drainage as required, is guaranteed:

Reason for Change: New subdivision street

Pursuant to Code of Virginia Statute: §33.1-229

Route Number and/or Street Name: St. Clair Lane, (SR 1455)

Description: From: Brooklyn Avenue (SR 1454)

To: cul-de-sac

A distance of: 0.12 miles.

Right of Way Record: Filed on November 20, 2008 in the

Montgomery County Courthouse, with a

width of 40 feet.

Recordation Reference: Instr. #08011650

BE IT FURTHER RESOLVED, This Board guarantees a clear and unrestricted right-of-way, as described, and any necessary easements for cuts, fills and drainage, and

BE IT FURTHER RESOLVED, That a certified copy of this resolution be forwarded to the Resident Administrator for the Virginia Department of Transportation.

ISSUE/PURPOSE: Addition to the Secondary System of State

Highways.

JUSTIFICATION: VDOT has informed the County Administrator that

St. Clair Lane in the Walnut Creek Subdivision is ready to be added to the Secondary System of State Highways. See TAB <u>C</u> for a copy of a map

outlining the location of St. Clair Lane.

D. APPOINTMENTS

1. SUBJECT: PARKS AND RECREATION COMMISSION REAPPOINT RUDY EMMEL

R-FY-13-PARKS AND RECREATION COMMISSION REAPPOINT RUDY EMMEL

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby reappoints **Rudy Emmel**, who resides in District G, to the **Parks and Recreation Commission** effective July 1, 2012 and expiring June 30, 2015.

ISSUE/PURPOSE: Reappoint Rudy Emmel to the Parks and

Recreation Commission.

JUSTIFICATION: As directed by the Board at its June 11, 2012

meeting, a letter was sent to Mr. Emmel asking him

if he was interested in reappointment. He has responded that he wishes to be reappointed.